



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Building
17755 Main Street
Dumfries, Virginia 22026-2386
Tel: 703-221-3400 / Fax: 703-221-3544
www.dumfriesva.gov

Architectural Review Board (ARB) Meeting Minutes Tuesday, September 13th, 2016 – 6:00 P.M.

**Town Council Chambers
17755 Main Street | Dumfries, VA 22026**

Present: Ms. Monaé Nickerson, Chairman
Mr. William Larson, Vice Chairman
Mr. James Ksanznak

Absent: Mr. Timothy Jabs

Call to Order and Roll Call

The meeting was called to order at 6:01pm by Chairman Monaé Nickerson, who administered the roll call for the Board.

Adoption of Minutes: August 9, 2016

Chairman Nickerson made a motion to approve the minutes for the June 13, 2016 meeting. The motion was seconded by Mr. Ksanznak and approved unanimously.

Old Business

Historic District Design Guidelines: Mr. Nick Rogers, AICP, Community Development Director, presented the edits he had made to the guidelines based on the ARB's August meeting feedback. He reformatted several pages in the document, and removed the color chart and application form.

Chairman Nickerson expressed her support for these changes.

Mr. Larson expressed support for the approval dates on the front cover. He felt that their inclusion lent authority to the Guidelines.

Chairman Nickerson suggested a reference in the Guidelines for where to obtain a Certificate of Appropriateness application form, which was echoed by Mr. Ksanznak. Mr. Rogers noted that Page 1 of the Guidelines list the website where the application form can be obtained.

Chairman Nickerson made a motion to approve the Historic District Design Guidelines and send them to Town Council for review and endorsement. Mr. Ksanznak and Mr. Larson seconded the motion. The motion was unanimously approved.

Open Forum

Mr. Rogers discussed the forthcoming review that Town Staff would be conducting on the First Town Center project. He briefed the ARB on recent discussions with Mr. Pete Singh, the developer and applicant for First Town Center. Mr. Singh proposes to remove the smaller office/retail building at the northern end of the project area and replace it with a residential building with a smaller amount of ground floor retail. He anticipated that Mr. Singh would be submitting a site plan amendment in the coming weeks for review.

Mr. Larson offered up commentary on the Certificate of Appropriateness that the ARB approved during the previous month for the Jeff Simpson Community and Cultural Arts Center sign. Mr. Larson was not in attendance at the August 9, 2016 meeting. He felt that the sign presented too much information in too small of a space. He preferred a sign location to the side of the entryway as opposed to above the entryway.

Adjournment

Chairman Nickerson made a motion to adjourn the meeting. Mr. Ksanznak seconded the motion, which was unanimously adopted. The meeting adjourned at 6:45pm.

Monaé Nickerson, Chairman